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BULLETIN NO. 2015-07

TO: All Individual Resident and Non-resident Applicants

FROM: Jim L. Ridling
Commissioner of Insurance 

DATE: December 11, 2015

SUBJECT: Requirement for Proof of Citizenship
Section 31-13-29, Code of Alabama 1975

All individual applicants for license, both resident and non-resident, are required to submit proof of citizenship before the license can be issued or renewed. In accordance with the Beason-Hammon Taxpayer and Citizenship Protection Act, all applicants for a professional license must submit documentary proof of citizenship. There are 16 different identifiers, a copy of any one of which can be submitted as proof. A copy of the front and back of your official driver's license is one acceptable form of proof. For the complete list, please see Section 31-13-29, Code of Alabama 1975.

For initial applicants, effective December 15, 2015, all individual resident and non-resident applicants must submit proof of citizenship before the new license will be issued. This will also apply to amendments and reinstatements.

For renewal applications, for licenses due to expire as of February 29, 2016, or thereafter, all applicants must submit proof of citizenship before the license will be renewed.

All transactions requiring citizenship verification will be deferred for review. Documentation must be received before the license will be issued or renewed. If the documentation is not received within 10 days after submission, the application will be declined. Please note: All fees paid are non-refundable.

To submit proof of citizenship, please visit our "Proof of Citizenship" page at <http://www.aldoi.gov/Licensing/ProofofCitizenship.aspx>.

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